

## Step 1 – Call Credit Reporting Agencies

Recent changes to the Fair Credit Reporting Act allow **consumers to have their name removed from credit bureau mailing lists** that are often used for **credit and insurance offers**. A toll free number is operated by the three major credit bureaus, Equifax, Experian, and Transunion for consumers to OPT OUT of these mailing lists.

**OPT OUT 1-888-567-8688**

When you call, you will be asked a series of questions so the credit bureau can properly identify you and remove your name from mailing lists sold to other companies.



## Step 2 – Mail Enclosed Postcards

The Direct Marketing Association (DMA) provides the **Mail Preference Service** list to direct marketing companies. This is a list of people who **DO NOT** want to receive unsolicited mail. Sending the enclosed postcard will put your name on the **Mail Preference Service** list for five years.

Also enclosed are postcards to: DMA's **Telephone Preference Service** to remove your name from telemarketing lists; **Advo** to remove your name from **Mailbox Values** (envelopes of coupons), and a blank postcard that can be sent to the company of your choice or used as a sample.

### Complete and mail postcards.

- Check mailing labels for alternative names and spellings, such as A. Jones, A. E. Jones, Ann E. Jones, Anne Jones, etc.
- Include names of other household members who receive mail at your address.



### **Step 3 – Contact Companies Directly**

- Request companies who provide catalogs, magazines, and advertisements that you do want, **not** to give out your name and address.
- If you receive unwanted catalogs, or publications **call or email customer service** to have your name be removed from their mailing list.
- When unwanted mail comes with a **postage-paid envelope**, use it to return the mailing label with a written request to remove your name from their mailing list.

Call **1-800-RECYCLE** if you have questions, suggestions or need more copies.

*Ecology is an equal opportunity employer.*

*If you need this material in an alternative format, call (360) 407-6129 or (360) 407-6006 (TDD).  
(Original format developed by Clackamas County Recycling Partnership)*

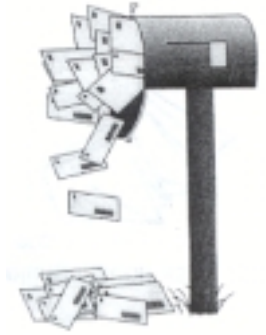
Printed on Recycled Paper.



Publication No. 00-07-012

### **Tips to Reduce Unwanted Mail & Telephone Solicitations**

Why do we get so much unwanted mail? Mailing lists are generated from every day activities, such as: filling out warranty cards or surveys, entering contests, ordering from catalogs, subscribing to magazines, applying for loans, using credit cards, renewing driver's licenses, owning homes and cars, and making charitable donations.



**Use the steps on the following pages to reduce:**

- credit card, loan and insurance offers
- catalogs and magazine subscription offers
- envelopes of advertising flyers
- requests for charitable donations

**Be patient**, it may take a few months before you notice a change.

To: Advo / Mailbox Values

Please remove my name(s) from your mailing lists.  
I prefer not to receive direct marketing offers.

Name \_\_\_\_\_

Alternative Names \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

To: Advo / Mailbox Values

Please remove my name(s) from your mailing lists.  
I prefer not to receive direct marketing offers.

Name \_\_\_\_\_

Alternative Names \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

LIST SERVICE DEPARTMENT  
ADVO / MAILBOX VALUES  
239 W SERVICE ROAD  
HARTFORD CT 06120-1205

LIST SERVICE DEPARTMENT  
ADVO / MAILBOX VALUES  
239 W SERVICE ROAD  
HARTFORD CT 06120-1205

To: \_\_\_\_\_

Please remove my name(s) from your mailing lists.

I prefer not to receive direct marketing offers.

Name \_\_\_\_\_

Alternative Names \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

To: \_\_\_\_\_

Please remove my name(s) from your mailing lists.

I prefer not to receive direct marketing offers.

Name \_\_\_\_\_

Alternative Names \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

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To: Direct Marketing Association  
Please add my name(s) to the Mail Preference Service list.  
I prefer not to receive direct marketing offers.

Name \_\_\_\_\_  
Alternative Names \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
Address \_\_\_\_\_  
City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

To: Direct Marketing Association  
Please add my name(s) to the Mail Preference Service list.  
I prefer not to receive direct marketing offers.

Name \_\_\_\_\_  
Alternative Names \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
Address \_\_\_\_\_  
City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

MAIL PREFERENCE SERVICE  
DIRECT MARKETING ASSOCIATION  
PO BOX 9008  
FARMINGDALE NY 11735-9008

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